

WATER PRACTICE GROUP ASSOCIATE ATTORNEY

Job Title: Associate Attorney
Reports to: Managing Attorney and Practice Group Leaders
FLSA Status: Exempt
Full/Part Time: Full Time

SUMMARY: The Associate will perform highly responsible representation and client advocacy in the firm's Water Practice Group. The Associate in this position is a self-starter with strong attention to detail and exceptional analytical skills. The ideal candidate will work within a fast-paced, demanding environment and possess the experience to immediately assume mature files, if needed.

JOB DUTIES AND RESPONSIBILITIES

- Prepare, organize, and manage documents from multiple sources and respond to requests (admissions, disclosures, motions, orders, etc.)
- Attend and manage hearings, mediations, settlement conferences, and court proceedings
- Draft pleadings, motions, and briefs
- Effectively communicate with clients and the managing attorney(s) to understand the client's concerns and provide sound legal advice
- Analyze, evaluate, synthesize, and research case law, statutes, regulations, and documents impacting the firm's clients
- Strong written and critical thinking skills that lead to comprehensive and persuasive writing
- Communicate clearly and logically (both orally and in writing) with regulatory agencies, courts, and counsel
- Ability to handle complex problems utilizing initiative, creativity, and sound professional judgment
- Remain current on relevant laws and regulations to provide informed legal advice
- Work both independently and as a contributing team member
- Mentor junior attorneys and support staff

EDUCATION AND EXPERIENCE

- Doctor of Jurisprudence (J.D.) from an accredited law school
- Licensed to practice law in the state of Texas
- 4-7 years of experience in administrative law
- Working knowledge of the Texas Administrative Code
- Westlaw or Lexis Nexis experience
- Hearing/trial experience preferred
- Working knowledge or demonstrated interest in governmental entity, environmental, water, utility, construction law, and/or complex litigation

Please submit your résumé and salary requirements to Jeanne Rials at info@lglawfirm.com.